

**HAMILTON COUNTY AIRPORT AUTHORITY  
FEBRUARY 1, 2007**

The Hamilton County Airport Authority met on Thursday, February 1, 2007 in the Commissioners Courtroom in the Hamilton County Government and Judicial Center, One Hamilton County Square, Noblesville, Indiana. The members of the Authority met in Executive Session in Conference Room 1A at 6:15 p.m.

President Silvey called the public session to order at 6:45 p.m. Secretary Rauch called roll and declared a quorum present of Don Silvey, Tim Tolson, Tom Kapostasy, Ted Moran and Allyn Beaver.

**Approval of Minutes**

Kapostasy motioned to approve the minutes of January 11, 2007. Tolson seconded. Motion carried unanimously.

**Executive Session Memoranda**

Tolson motioned to approve the Executive Session Memoranda of February 1, 2007. Kapostasy seconded. Motion carried unanimously.

**Public Comments**

**Commemorative Air Force Valentine's Day Dance**

Carl Winkler invited the board to the Commemorative Air Force Valentine's Day Dance on February 17, 2007 at the airport. This will celebrate the 50<sup>th</sup> anniversary of Indianapolis Executive Airport (IEA) and the 50<sup>th</sup> anniversary of the Commemorative Air Force. The event begins at 6:00 p.m. with dinner served at 6:30 p.m. There will be dancing and a silent auction.

**President's Report**

Letter to Boone County

Silvey distributed a copy of the letter he sent to the Boone County Commissioners on behalf of the Board regarding zoning and extending an invitation for them to name a non-voting member to this Board.

**Committee Reports**

There were no committee reports.

**Indianapolis Executive Airport**

Certificate of Insurance

Andrea Montgomery presented the corrected Certificate of Insurance for IEA listing the Hamilton County Airport Authority.

Spinweb

Spinweb is still working on the press release section of the web site.

NBAA Dispatchers and Schedulers Conference

Andrea and Dan Montgomery attended the NBAA Dispatchers and Schedulers Conference. There were over 4,000 attendees and it was a very productive conference.

Andi requested permission to explore other printing companies for the IEA Brochures.

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AAI Legislative Luncheon

They attended the AAI Legislative Luncheon on January 24<sup>th</sup>. Three local firefighters from Zionsville, Union Township and Worth Fire Department attended the emergency preparedness conference.

A bill has passed through committee regarding land in a noise sensitive area and what local municipalities put at the end of GA runways. Senator Drozda is sponsoring the bill and using Boone County as an example.

The Indiana Supreme Court made a decision regarding the space over homes and a copy of the decision has been forwarded to Mike Howard.

AAI has a new website for airport authorities.

The Fall AAI Conference is October 9-12, 2007 in Plymouth, Indiana at the Swan Lake Resort.

Marketing

A. Montgomery stated she believes we have received all that we had contracted for from Tailor Tactics. Our current marketing company is Willow Marketing and they are scheduled to meet with her on Friday.

A. Montgomery continues to meet with Jack Boston regarding marketing of the airport.

Security and Operational Rules

The security and operational rules have been updated.

Fourth Quarter Reporting

A. Montgomery presented the 2006 Fourth Quarter report. The audit information has been given to Million and Company.

- Income was forecasted at \$215,482 with an actual of \$153,593 for a shortfall of \$61,889.00. Fuel fees and farm income were down.
- Expenses were forecasted at \$175,482 with \$128,930 spent for a savings of \$46,552.
- There was a shortage of \$15,337.
- \$40,000 was paid to Hamilton County through the 4<sup>th</sup> Quarter.
- The fuel report shows an overpayment to the county of \$1.64 for a total of \$86,978.04.

Kapostasy asked if the bank statement is to be kept at \$20,000? A. Montgomery stated they start at \$20,000 but that balance has not been able to be maintained for the last couple of years. Kapostasy asked if there is a requirement in the airport operator agreement of what the balance should be? Montgomery will have to research it.

Kapostasy asked if there is a need for the Finance Committee to meet to review the 2007 budget and look at possible changes in spending? A. Montgomery stated the spending is in line and very tight. We might look at re-evaluating the incomes. Land lease incomes are right on. T-hangar rents have gone down. Due to the increase in fuel we were only over 3,000 gallons over last year. We have been forecasting an increase of 20%. Silvey asked if the Finance Committee should meet in the next 30-60 days? A. Montgomery stated yes.

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50<sup>th</sup> Birthday Party

A. Montgomery is still waiting on a phone call regarding a partnership for our 50<sup>th</sup> Birthday party.

Columbus Aviation Board

A. Montgomery met with the members of the Columbus Aviation Board and distributed their newsletter for review.

Crop Damage Invoices

Dan Montgomery presented the invoices from Greg Kouns for the crop damage, \$165.75 is due from Poindexter Excavating. \$264.97 is due from the county is for beans that were not planted this year. Kapostasy motioned to pay the two invoices of \$165.75 and \$264.97 out of the county's budget. Kim Rauch stated the \$165.75 should be paid by Poindexter. Kapostasy amended his motion to pay the invoice of \$264.97 from the county budget. Tolson seconded. Motion carried unanimously.

Woolpert will discuss the payment of \$165.75 to Mrs. Beals with Poindexter Excavating.

Rule 6

D. Montgomery stated he received a proposal for the Rule 6 water sampling from Astbury Water Technology, Inc. (AWT) for \$1,375.00. The water sample has to be taken once a year after a heavy rain and is taken from the retention pond. There is a additional \$100.00 cost per event to send the paperwork to IDEM. Kapostasy stated it should be paid out of the operating budget, nothing needs to be approved. Tolson motioned to enter into the agreement. Kapostasy seconded. Motion carried unanimously.

D. Montgomery is working with Woolpert on Rule 6 and he expects to have the plan for the next meeting.

Localizer

D. Montgomery stated the localizer is not working properly and it has been recommended that the electronics should be changed out. Quotes for an upgrade have been received from ASMI.

- Proposal #1 - \$69,951
- Proposal #2 - \$94,868

D. Montgomery recommends accepting Proposal #2. He asked that this be moved to the top of the list. Kapostasy stated it is important that the Board get a comprehensive list of the small capital spending requests. Once we get a list we can agree on a priority and then work on funding sources.

**Woolpert Engineering**

Proposed Antenna Tower by Horvath

Chris Snyder stated previously D. Montgomery had presented a proposal for a 199' antenna tower by Horvath near US 421. The tower is not within Horizontal or Conical Surfaces and is below Part 77 Surfaces. It does not appear to be any future or ultimate alignment.

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**AIP-12**

Airport Master Drainage Study

Woolpert anticipates resubmitting the airport master drainage study in February. The comments were not significant. The current cost estimate is \$3,975 but Snyder would estimate total costs at \$4,500 and they will move this invoice into the AIP-12 Grant.

RSA Construction

Gradex has been on site and is planning placement of stone and rip-rap. Seeding is expected in the Spring.

Parallel Taxiway Design

Woolpert is working on the release of the 7460/FCC Permit for the Glideslope.

405 Survey

Woolpert is working on the 405 Survey, which is an aeronautical survey to study the obstructions on the approach. The FAA has tentatively given a commissioning date of sometime this year.

Snyder stated Gradex has not been paid any part of their retainage which is \$69,479.40. It was approved for payment in September/October but there was some confusion on Woolpert's part on the amount. Snyder recommended paying Gradex \$21,099.26 and hold 200% of value in the work remaining. If value is given to the rip-rap Gradex would receive an additional \$34,098.52. Snyder recommends payment of \$34,098.52 plus \$21,099.26. Silvey asked if Woolpert has seen the stone work? Snyder stated no, he was just informed that they are placing the stone. Woolpert will send someone to the airport tomorrow to verify the locations and monitor the quantity. Snyder suggested paying \$21,099.26 and \$15,000 (splitting the \$34,098.52 for a good faith effort) at this point in time. Howard recommended paying \$35,000 now towards the retainage. Kapostasy motioned to pay Gradex \$35,000 subject to confirmation by the engineer that the work on the rip-rap was done and subject to funding being available. Moran seconded. Motion carried unanimously.

**AIP-13**

Parallel Taxiway Construction

Snyder stated they have had discussions with the contractor of Division A (Poindexter) on the parallel taxiway project. They are working on finalization of the liquidated damages and anticipates he will have them for the March meeting.

Snyder has requested an estimated start-up date from all of the contractors and has requested a revised Certificate of Insurance.

Snyder stated he anticipates a change order and an invoice for Poindexter for the next meeting.

**Local Projects**

Airport Master Plan

Snyder stated that at the last meeting there was discussion about the Master Plan payment clause, he presented a new contract with a new payment clause. Snyder stated once funding is established everyone is willing to go forward they would like to know approximately when the funding would be in place and when payments would be made.

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Snyder stated the payment clause states the agreement is subject to funding and subject to notification to Woolpert that you know exactly when to expect the funding. Snyder requested approval of the contract. Howard stated the problem is that we have over three-quarters of a million dollars owed to us by the FAA. We meant that if money comes in tomorrow we can call and tell the vendors they are covered, we don't have to wait until the next meeting to pay the invoices. Snyder stated that is to make payments to the contractors for AIP-13. Rauch stated we are still waiting for money from AIP-12. Snyder stated that is the money you need back because you have already paid those invoices. Snyder stated we have explained to Gradex that the sooner they get done the more likely we are to pay them. We can't request the money until they are done. The option is that we could get near a final number and close the grant but it is worthwhile that if there is an extension on the grant to wait. Snyder stated from a schedule standpoint waiting one month will not have an impact but if we are trying to get something done by the end of the year, waiting will have some impact. Snyder stated they will do their due diligence in trying to get everyone to close out the contract activity under AIP-12. Snyder stated he will present the final invoice in the amount of \$7,821.20 next month.

Rule 6 Compliance

Snyder stated he has met with Dan Montgomery on Rule 6 compliance. They need to create two exhibits and revise some things on two exhibits Dan has now. They will provide Dan with a document of which he will be able to modify and provide some QAQC review for him and then Woolpert will sign and stamp the document. Snyder requested approval of a contract in the amount of \$3,500 to do this work. Snyder stated the Board could use the General Services contract as well. Silvey stated he thinks this would be covered under the General Services contract. Kapostasy asked Rauch if we have a separate funding for Rule 6 at some point? Rauch stated we don't have a line item any more. Consensus of the Board was to use the general services contract.

Small Capital Expenses

Snyder stated with the localizer and runway light improvements that D. Montgomery has requested, that was included in one airfield lighting project in the CIP scheduled in 2011 or 2012. We may need to identify the localizer as a higher priority in the small capital expenses list and let the runway lighting stand alone. D. Montgomery agreed, the localizer is the highest priority. Snyder stated the small capital expenses (in priority) would be:

1. Localizer
2. Monitoring runway conditions
3. Electrical vault – engineering review is needed. Estimated cost is \$2,000 - \$3,000

Silvey stated right now we don't have the money and until we get the FAA reimbursements we are on hold.

**New Business**

Treasurer

Silvey stated under the statute the Board must name a Treasurer. Tolson motioned to name Kim Rauch as Deputy Auditor to serve as Treasurer. A. Beaver seconded. Motion carried unanimously.

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Meeting Rules of Procedure

Silvey stated the statute says we should have Rules of Procedure to operate the meetings under. Kapostasy motioned to adopt Roberts Rules of Order. A. Beaver seconded. Motion carried unanimously.

**County Council Liaison**

Brad Beaver asked to meet with the Board in a work session prior to the next meeting to discuss finances.

**Next Meeting** – March 1, 2007  
6:00 p.m. – Work Session  
6:30 p.m. – Public Session

Silvey adjourned the meeting.

**Present**

Allyn Beaver  
Tom Kapostasy  
Ted Moran  
Don Silvey  
Tim Tolson  
Mike Howard  
Brad Beaver  
Chris Snyder  
Kim Rauch  
Carl Winkler  
Andrea Montgomery  
Dan Montgomery  
Ray Rice  
Jack Boston

Myan Lin  
Mollie Brown  
Grace Padget  
Mark Owens  
Mike Zeller  
Candace Ulmer  
John McCullogh  
Allison Ackerman  
Jordan Fluhr  
Sarah Edwards  
Kate DeMoss

**APPROVED**

\_\_\_\_\_  
Don Silvey, President

Date: \_\_\_\_\_

**ATTEST**

\_\_\_\_\_  
Kim Rauch, Secretary

Date: \_\_\_\_\_